

SPECIAL PURPOSE FENCE

Return to:

Department of Community Development
City of Shoreview
4600 Victoria Street North
Shoreview, MN 55126
(651) 490-4680

Site Identification:

Address: _____

Property Identification Number: _____

Legal Description: _____

Applicant:

Name: _____

Address: _____
City State Zip Code

Telephone Number: _____ (daytime) _____ (home)

Fax Number: _____ E-Mail: _____

Property Owner (if different from applicant):

Name: _____

Address: _____
City State Zip Code

Signatures:

Applicant: _____ Date: _____

Property Owner: _____ Date: _____

Date Received by City: _____ By Whom: _____

FILING REQUIREMENTS

THE FOLLOWING ITEMS MUST BE SUBMITTED:

1. Completed application form.
2. A site plan drawn to scale showing the proposed location of the fence and the dimensions relative to property lines, structures on the site, and structures on adjacent properties. The City Manager may require that this site plan be prepared by a licensed and registered surveyor to ensure its accuracy.
3. Detail of the proposed fence.
4. Written description regarding the need for the fence.
5. An application fee of \$100.00, payable to the City of Shoreview. **The application fee is non-refundable.**

REVIEW PROCEDURE

Upon receipt of a completed application and all associated applications, the City Planner will process the application in accordance with the following.

1. Fences for special purposes and fences differing in construction, height, or length, may be permitted in any district in the City by the issuance of a special fence permit approved by the City Council. Before issuing such a permit the City Council may require the applicant to secure in writing the consent of the adjoining property owners to the issuance of such a permit. The City Council may also submit the matter to the Planning Commission for its recommendation.

NOTES

1. An application cannot be accepted until each of the filing requirements listed above has been satisfied.
2. The purpose of requiring the data referenced in the filing requirements is to permit the City to thoroughly evaluate your proposal relative to City ordinances and policies. Refusal to provide the requested information may jeopardize approval of your request. Information submitted with this application will be made available to anyone who may request it.
3. The City of Shoreview recommends that you discuss your proposal with the adjoining property owners before you submit this application. In so doing, you may reduce the time required by the city to act on your proposal.

4. The applicant and property owner shall be responsible for paying any out-of-pocket administrative, engineering, or legal expense incurred by the City to process this application or to enforce any conditions(s) of any resulting approval or permit.

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